



## **NDPERS WELLNESS BENEFIT PROGRAM**

### **Program Overview**

The Wellness Benefit Program is available to employer groups that participate in the NDPERS group health plan and participate in the Employer Based Wellness Program. The Employer Based Wellness Program, which includes the premium discount program, encourages employers to commit to promoting wellness planning and programming at their work sites. The Wellness Benefit Program provides funding assistance to employers that develop and sponsor on-site wellness programs for their employees. Benefits are available to eligible employers once each fiscal year of the biennium. To apply for funding assistance, the employer must complete an application form. The application is evaluated by a committee comprised of a NDPERS staff member, a representative from the Health Department, and a representative from BCBS.

Some areas of evaluation include:

- How the need or interest for the proposed program was assessed.
- How well the program will impact health care cost savings.
- Whether the budget is reasonable and adequately justified.
- Financial contribution by the employer and/or the participants.
- Expected level of participation.
- Employer's plan to promote participation and encourage ongoing employee involvement in wellness activities.

The Committee has 60 days in which to evaluate and respond to your request. You will be notified whether or not your application has been approved.

### **Covered Services**

Funds are available for agency group programs and program related activities only. Individual memberships in diet programs, health, athletic or fitness clubs are not eligible for reimbursement. Also, the program will not fund the expense of incentive prizes or food. Employer's should fund these items through other means available based on their budget authority or you may consider an employee contribution to help offset these costs. In addition, funds cannot be used for the benefit of dependents, the general public, or in the case of a campus or school, for students.

Programs or program related activities will be reimbursed based on the following schedule:

- The first \$500 will be funded at 100%, or actual cost, whichever is less.
- Costs above the first \$500 will be funded at 75% to a maximum benefit amount of \$1,000.

As the above schedule indicates, you will be responsible for 25% of expenses that exceed \$500 up to the \$1,000 benefit allowance. You may want to consider a registration fee for participants or an employer contribution in order to fund any additional expenses.

## Reimbursement

There are two options available to receive reimbursement for your program services, materials, supplies, etc:

- We can reimburse the vendor direct, or
- The department can pay the cost.

To reimburse the vendor, you must provide an itemized invoice with date of services. If the department pays the expense, you must include a copy of your cancelled check with an itemized invoice and we will reimburse the department. We cannot reimburse individual employee's for expenses.

**Note:** The vendor includes entities (retail store, hospital, clinic, nutritionist, fitness expert, etc.) that provide supplies, materials or personal services or are conducting any part of the program. Any entity or individual that will be reimbursed is considered a vendor.

## Programs Available

You may develop your own program or apply for a program sponsored and promoted by NDPERS. Currently PERS sponsors the [5 A Day Challenge](#) and, in conjunction with BCBS, the [Walking Works](#) program. Please be advised that the [Walking Works](#) program is available at no expense to participating employers in the NDPERS group health plan.

## How to Apply for Funding Assistance

If you are considering conducting an on-site wellness program for your employees, application forms are available on our web site referenced in the "Programs Available" section above. Two applications are available; one for the [5 A Day Challenge](#) and one for all [other programs](#). The applications can be completed and submitted on-line or downloaded and printed.